



PREP SCHOOL

YEAR 3 CLASS TEACHER

from August 2018

Rugby School Thailand

Rugby School Thailand (RST), a co-educational day and boarding international school set in 80 acres of glorious Thai countryside south of Bangkok, very successfully opened its doors in September 2017 for pupils aged 2 – 10 years. From September 2018, at least one new class will be added in every Year group. RST will also extend to Year 12 and will offer boarding from Year 3.

The structure, school day and ethos of RST is based upon the British Independent School model, rather than the standard international school model. As such, the school has three sections: Pre-Prep (2-6 year olds), Prep (7 – 12 year olds) and Senior (13 – 18 year olds).

Rugby School Thailand is the first overseas sister school of Rugby School UK, one of the most prestigious and well-known schools in the UK. Rugby School Thailand shares Rugby School UK's DNA in every important respect. It is unique.

The Prep School

The Prep School comprises 6 year groups: Year 3 – Year 8. In September 2017, Years 3 – 6 opened with one class per year group. In September 2018, Years 7 and 8 will open, and boarding will become available. The capacity of the Prep School is c. 400 spread amongst 30 classes.

The main Prep School building will also house 4 science laboratories, 2 Music classrooms, 14 music practice rooms, 1 dance/drama studio, 1 theatre, 1 junior library, 3 ICT suites, 3 Art studios, 1 DT workshop, 1 Food Technology suite, and 3 indoor recreation spaces.

The Prep School academic curriculum will draw from the best of the England & Wales National Curriculum, and the best of the British Independent Prep School approach.



Adjacent to the classroom buildings is a large covered sports hall, extensive playing fields, and a 25m swimming pool. Beyond the swimming pool is the junior dining hall and the prep boarding accommodation.

The main Prep Library/Learning Area will link the Prep and the Senior Schools, and the Prep School will also have use of the main drama and music auditoriums, the main sports hall, the tennis academy and the golf driving range.

Job description

The Year 3 teacher will teach English and Maths to the class and such other subjects as are agreed according to experience and qualification, and will have primary pastoral responsibility for the well-being of the pupils.

"We are seeking to appoint teachers who can combine academic rigour with personality, individuality, creativity and drive: teachers who energise pupils through their enthusiasm, teachers who inspire through innovative use of modern technology, teachers who develop rapport and command respect, teachers who have high expectations and instil self-discipline, teachers who can turn a dry topic into a tour de force, and teachers who...make...learning...fun."

The job description should be read and understood in conjunction with the Staff Handbook and the teacher's contract. In particular, RST Prep teachers will:

- Conduct themselves in an appropriate professional manner at all times and support and foster the aims of the school.
- Prepare short-term teaching plans for the class based upon the curriculum documents for each of the subjects being taught.
- Strive to ensure that the children in the class are happy, and that good relationships are maintained.
- Make adequate provision within the organisation of the teaching for the range of ability within the class.
- Be the primary source of information about each individual in the form.
- Be familiar and comply with the contents of the Teaching Staff Handbook.



- Ensure colleagues (e.g. Teaching Assistants) working within the classroom are appropriately involved in supporting learning and understand the roles they are expected to fulfill.
- Organise/assist with any performances and assemblies to be presented by the class.
- Be familiar with and be mindful of the school's health and safety guidance.
- Undertake the preparation, assessing and reporting required to ensure that pupils achieve the highest possible standards.
- Carry out such duties, including cover for absent colleagues and examination invigilation, as are allocated by the Senior Leadership Team punctually, efficiently and in accordance with the guidance in the Teaching Staff Handbook.
- Be aware of and act upon all policies regarding the safeguarding of children
- Promote pride in the School among the pupil body through high standards of dress, behaviour, manners, respect for others and property and general attitude
- Attend staff meetings, School assemblies, parents' evenings, Speech Day and similar important functions out of School hours; be willing to accompany School trips.
- Ensure the classroom is kept in a reasonable state of tidiness, and to make it an attractive working-place with displays of children's work and stimulus material that are all changed according to the school's display policy.
- Carry out supervisory duties as arranged by the Prep Senior Leadership Team
- Support the pastoral care policy of the school as Form Tutor, Personal Tutor, or House Tutor.
- Attend school lunch and take a table.
- Contribute to the Activities programme according to experience and qualifications.
- Assist with the coaching of sport according to experience and qualifications.

The member of staff will also be required to carry out any other duties that the Headmaster might reasonably request from time to time to facilitate the smooth running of the school.

BOARDING RESPONSIBILITIES

From September 2018, when Boarding begins, there will be an evening and weekend programme of learning enhancement, activities and trips. And there will be additional supervisory duties.

All residential members of the prep staff will contribute to this programme and/or to duties, according to their areas of interest, experience and expertise, and according to their other school commitments.



Typically a member of staff will offer one evening activity per week, one evening duty per week, and one weekend duty per term. The overall work load of each member of staff will be adjusted fairly to take into account any additional evening and weekend commitments. Saturday morning commitments will vary and again individual staff timetables will be adjusted accordingly. Each member of staff will have regular 'free' weekends.

Person Specification

Personal Qualities

- Enthusiastic with a sound understanding of UK best practice
- Flexible and adaptable
- Proactive in all aspects of School life through participation and support
- Creative and innovative across and beyond the curriculum
- Able to work successfully under pressure with excellent organisational skills
- Reliable and respectful at all times
- Able to present a professional image in line with the high expectations of Rugby School Thailand
- An effective communicator both orally and in writing
- A confident and competent user of IT in the classroom and for administrative purposes

Formal Qualifications/Experience

Education Attainment

Essential University degree from a recognised academic institution
Teaching Qualification from a recognised academic institution

Knowledge and Experience

Essential

- Knowledge of the UK education system
- Knowledge of the UK prep school system
- At least 1 year's teaching experience of Year 3 or similar age groups
- Working knowledge of the National Curriculum and ISEB

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Desirable

- Knowledge of international education
- Experience within a UK Prep school or State School
- Experience within a UK boarding school

Remuneration Package

The successful candidate will be appointed on an initial 2 year contract and will need to complete a successful probationary period.

Salary and benefits are competitive and will be commensurate with the responsibilities of the position and the size of the School.

A highly competitive expatriate package includes:

- annual bonus
- fully furnished accommodation suitable for singles or families throughout the contract (if recruited from overseas).
- flights at beginning and end of contract (including family)
- annual flight home
- private health insurance (10% co-pay)
- 100% fees remission for 2 children; 50% for 3rd+ child
- relocation allowance
- free wi-fi



Application Process

Interviews will be held either at the Rugby School Thailand campus, or at Rugby School UK. Initial interviews may be via video link.

Closing Date:

For applications for Rugby School Thailand interview: Thursday 9th November

For applications for Rugby UK interview: Monday 13th November

...though earlier applications are encouraged.

Interviews:

For RST interview: w/c 13th November

For Rugby UK interview: w/c 20th November

Please send a covering letter (no more than 1 side of A4), a recent photograph and a completed application form to the Founding Head Master and Prep Head, Nigel Westlake, at prepcareers@rugbyschool.ac.th by the relevant closing date.

An application form can be found on our TES job website or on the Rugby School Thailand website: <https://www.rugbyschool.ac.th/careers/>

If you have further questions, please email Nigel Westlake at prepcareers@rugbyschool.ac.th.



Qualifications, Identification, Health and Background Checks

Please note that you will be required to bring documentation to interview providing proof of your identity and qualifications. You may also be required, within the final appointment process, to undergo a health check and relevant background checks (e.g. International Child Protection Certificate and a local police certificate) as part of the school's recruitment and safeguarding procedures.

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